



DEPARTMENTS OF THE ARMY AND AIR FORCE
Illinois Army and Air National Guard
1301 N. MacArthur Boulevard
Springfield, Illinois 62702-2399


DMAIL-HRO-ZA

27 September 2006

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Updated TPP 904-7, Supervisors Handbook, Hours of Duty and Leave

1. Technician Personnel Plan (TPP) 904-7, Supervisors Handbook, Hours of Duty and Leave dated 15 September 2004 has been replaced by the enclosed 904-7 dated 27 September 2006.
2. Summary of Changes: The above change to the TPP 904-7 eliminates the requirement for an employee to maintain an 80 hour sick leave balance when using more than 40 hours of sick leave for family care of bereavement purposes. Additionally, employees may be advanced up to 30 days/240 hours of sick leave for a serious disability or ailment of the employee or a family member or for purposes related to adoption of a child. Previously, the limit for advanced sick leave for family care purposes was limited to 40 hours.
3. In accordance with Federal Register, Volume 71, No. 157 dated 17 August 2006, these changes are effective 01 October 2006.
4. Questions should be directed to Capt Jennifer Stock at (217) 761-3319, DSN 555-3319 or email jennifer.stock@us.army.mil.


GARY L. BRINNER
Col, IL ANG
Human Resource Officer

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